liGo

BT DIVERSE 7460 PLUS
SET UP & USER GUIDE

Find more user manuals and product information at **www.liGo.co.uk/manuals/**

GET £5 OFF*
your next purchase over £50
with voucher code:
liGo5reward
*Not in conjunction with any other offer

www.liGo.co.uk

TELEPHONES | HEADSETS | TWO WAY RADIOS
PERSONAL CARE | BABY MONITORS | AND MUCH MORE

For all the latest product news, reviews and advice from liGo, please visit **www.liGo.co.uk/blog/**

UK's best selling phone brand

User Guide

BT **Diverse 7460 Plus**

Digital Cordless Phone With Answering Machine

This User Guide provides you with all the information you need to get the most from your phone.

Before you make your first call you will need to set up your phone. Follow the simple instructions in 'Getting Started', on the next few pages or refer to the quick set-up guide enclosed in the box if you haven't already done so.

Need help?

If you have any problems setting up or using your BT Diverse 7460 Plus please call the Helpline on 0800 218 2182* or visit www.bt.com/producthelp. Our dedicated advisors are more likely to be able to help you than the retailer where you made your purchase.

Alternatively, you may find the answer in the 'Help' section at the back of this guide.

IMPORTANT

Only use the power adaptor and telephone line cord supplied, or this product may not work.

Hearing aid?

Please note that the BT Diverse 7460 Plus works by sending radio signals between the base and handset. These signals may interfere with some hearing aids, causing a humming noise.

Got everything?

- BT Diverse 7460 Plus handset
- BT Diverse 7460 Plus base
- 2 x NiMH AAA rechargeable batteries (already fitted)
- Power adaptor (item code 048611)
- Telephone line cord
- Base plinth (already attached)

* Calls to the Helpline made from within the UK mainland network are free. Mobile and International call costs may vary.

In this guide

Getting started

Location 6

Setting up 6

Set date and time manually on the handset or base display 7

Getting to know your phone

Handset buttons 8

Handset display 9

Display icons explained 9

Base display 10

Base 11

Navigating the handset and base menus 12

Handset menu map 13

Base menu map 13

Using the phone

Switch handset on or off 15

Make an external call 15

Preparatory dialling 15

End a call 15

Receive a call 16

Earpiece / handsfree volume 16

Call Waiting 16

Secrecy 16

Handsfree from the handset 17

Make a handsfree call 17

Answer a call handsfree 17

Switch to handsfree during a call 17

Headset 17

Redial the last number called 18

Redial a number from the redial list 18

Save a number from the redial list to the phonebook 18

Delete a redial number 18

Delete all redial numbers 19

Handset keypad lock 19

Find handset (paging) 19

Phonebook

Store a name and number in the phonebook 20

View an entry in the phonebook 20

View phonebook capacity 20

Dial an entry in the phonebook 21

Edit a name and number in the phonebook 21

Copy an entry from the phonebook to the base (or another handset) 21

Copy all entries to the base (or another handset) 22

Copy SIM 22

Copy phonebook entries to a SIM card 22

Copy SIM card entries to the phonebook 23

Delete an entry in the phonebook 23

Delete entire phonebook 23

Edit call group name 24

Change call group ringtone 24

Speed Dial – Handset feature only 25

Copy a phonebook entry to a Speed Dial button 25

Delete a Speed Dial entry 25

Edit a Speed Dial entry 26

Dial a Speed Dial entry 26

Sounds

Handset or base ringer melody (for external or internal calls) 27

Handset or base ringer volume (including ringer off) 27

Set to quiet mode 27

Handset or base beeps 27

Settings

Handset settings 28

Select base 28

Display contrast / Handset name 28

Auto answer 28

De-register a handset 29

Handset reset 29

Base settings – adjust using the handset 29

Set the base ringer melody and volume using the handset 29

Handset ringing priority 30

Recall mode 30

Repeater mode 30

System PIN 30

PBX access code 31

Reset base 31

Base settings – adjust using the base 31

Display contrast / Base menu 31

De-register a handset 32

Ring priority 32

Dial mode 32

Recall mode 32

Repeater mode 33

System PIN 33

PBX access code 33

Reset base 33

Date / Time / Alarm 34

Set date and time on the handset or base 34

Set alarm call using the handset 34

Set alarm call using the base 35

Stop alarm ring 35

Appointment reminders – base feature only 35

Set an appointment reminder alarm 35

Stop appointment alarm ring 36

Delete an appointment reminder 36

Calls list

Caller Display 37

Calls list 37

View call details 37

Dial from the Calls list 38

Copy a Calls list number to the phonebook 38

Calls list settings: Calls list type / New call alert 38

Delete an entry in the Calls list 39

Delete entire Calls list 39

Voicemail 39

BT Network services

Pre-stored BT Services numbers 40

BT Diverse 7460 Plus Helpdesk 40

BT 118 500 (Directory Enquires) 40

Call Divert on/off/check 40

Call Waiting on/off/check 41

Show/Edit/Delete BT Services numbers 41

Answering machine

Using the answering machine from the handset or base Answer machine menu 42
Switch the answering machine on / off 42
Outgoing messages 42
Record your own outgoing message 43
Check or delete your outgoing message 43
Answer settings 43
Switch the answering machine on/off at pre-set times 44
Record a memo 44
Call screening 44
Message playback via the handset 45
Delete all old messages 45
Using the answering machine from the base buttons 46
Switch on / off 46
Message playback via the base 46
Remote access 46
To switch remote access on/off using the handset or base menu 46
If you forget to switch on your answering machine 47
Operating your answering machine remotely 47

Text messaging (SMS)

Subscribe to the text messaging service 48
Cost of the fixed line service 48
Send a text message 48
View messages in the Outbox 49
Using the Draftbox 50
Receiving messages 50
Read messages 50
Edit or delete templates 51
Service Centre numbers 51
Add or change Service Centre numbers 52
Select Send Service Centre 52
Switch new text message alert on or off 52

Using additional handsets

Easy registration of a new additional Diverse handset 53
Registration of an additional handset when base PIN changed 54
Internal calls 54
Call another handset/base 54
Transfer a call 55
3-way conference call 55

Help

56

General information

Replacing the handset batteries 62
Replacing the base plinth 62
Safety information 63
Cleaning 63
Environmental 64
Product disposal instructions 64
Guarantee 64
Technical information 66
R&TTE 66
Declaration of Conformance 66
Connecting to a switchboard 66
Inserting a pause 66
Recall 66

Getting started

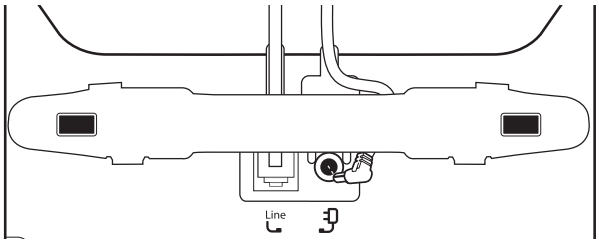
Location

Place your BT Diverse 7460 Plus within 2 metres of the power socket and telephone socket so that the cables will reach. Make sure it is at least 1 metre away from other electrical appliances to avoid interference.

Your BT Diverse 7460 Plus works by sending radio signals between the handset and base. The strength of the signal depends on where you site the base. Putting it as high as possible ensures the best signal.

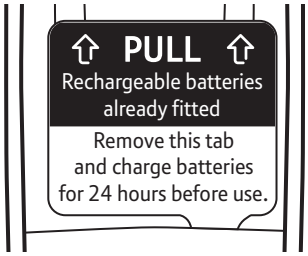
Setting up

1. Plug the power cable with the blue end into the socket marked on the underside of the base and plug the other end into the power wall socket and switch the power on. You can place the cable behind the retaining clip to prevent the plug being accidentally pulled from the socket.



The base indicator lights up. The answering machine is switched on.

2. Batteries will come inserted in the battery compartment. Remove the protective film from the handset screen and activate the batteries by pulling the plastic tab away from the back of the handset.



WARNING

Do not place your BT Diverse 7460 Plus in the bathroom or other humid areas.

Handset range

The BT Diverse 7460 Plus has a range of up to 300 metres outdoors when there is a clear line of sight between the base and handset. Any obstruction between the base and handset will reduce the range significantly. With the base indoors and handset either indoors or outdoors, the range will normally be up to 50 metres. Thick stone walls can severely affect the range.

Signal strength

The icon on your handset indicates when you are in range. If moving out of range of the base, the range indicator will flash. If you go out of range, any call you are on will be lost.

IMPORTANT

The base station must be plugged into the power socket at all times. Do not connect the telephone line to the telephone wall socket until the handset is fully charged. Only use the power and telephone cables supplied with the product.

Battery low warning

If the icon flashes in the handset display you will need to recharge the handset before you can use it again. You also hear a low battery warning beep once every 60 seconds. During charging, the icon will scroll in the display as shown on page 9.

3. Place the handset on the base to charge for at least 24 hours.
4. When the batteries are fully charged, plug the end of the telephone line cord into the telephone wall socket.

Set date and time manually on the handset or base display

Providing you have subscribed to your network's Caller Display service, the date and time is set automatically when you receive your first call.

To set the date and time manually, follow the procedure below.

If you set the date and time using the handset it will also set the date and time on the base display.

1. Press the right soft key — (Menu) and scroll < to Settings and press the right soft key — (OK).
2. Date & Time is highlighted. Press OK.
3. Time Format is highlighted. Press OK. Scroll Redial or Calls to choose how you want the clock displayed, either 24 Hour or 12 Hour. Press OK.
4. Scroll Calls to Date Format and press OK. Scroll Redial or Calls to choose DD/MM/YYYY or MM/DD/YYYY. Press OK.
5. Scroll Calls to Enter Time and press OK. Enter the time using the keypad as either the 24 hour format or 12 hour format (previously selected) e.g. 17:30 or 05.30 for 5.30pm. If 12 hour was chosen, press Redial or Calls to select AM or PM. Press OK.
6. Scroll Calls to Enter Date and press OK. Enter the date, e.g. 09 04 2011 (displayed as 09/04/2011) for 9th April 2011. Press OK.
7. Press to return to the standby screen.

Your BT Diverse 7460 Plus is ready for use.

Battery performance

In ideal conditions, a fully charged battery should give up to 12 hours talk time or 120 hours standby time on a single charge.

Note that new batteries do not reach full capacity until they have been in normal use for several days.

The charge capacity of rechargeable batteries will reduce with time as they wear out, giving the handset less talk/standby time. Eventually they will need to be replaced. New rechargeable batteries are available from the BT Diverse 7460 Plus Helpline on 0800 218 2182*.

After charging your handset for the first time, subsequent charging time is about 6–8 hours a day depending on usage. Batteries and handset may become warm during charging. This is normal.

Using your BT Diverse 7460 Plus on a Broadband line?

If this product is to be used on a broadband line then you must ensure that it is connected via an ADSL microfilter. Using this product on a Broadband line without an ADSL microfilter may cause problems with this product and your Broadband service. Any other telephone extensions you have should also be fitted with ADSL microfilters.

Additional BT ADSL microfilters can be purchased from www.shop.bt.com

Getting to know your phone

Handset buttons

BT
Press to open the BT Services menu, page 40.

Up/Volume up/Redial
In standby, press to open and scroll through the Redial list, page 18.
In talk mode, press to adjust the earpiece volume.
In menu mode, press to scroll up through the options.

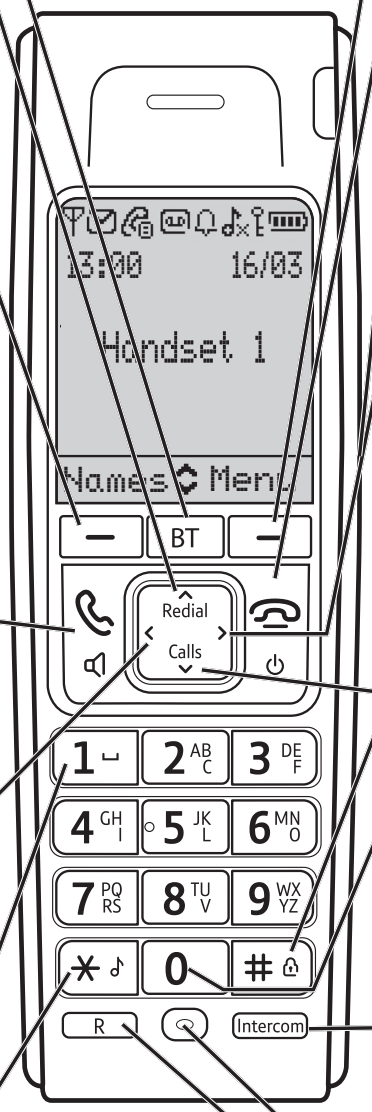
Left soft key
In standby, press to access names in the phonebook.
Use to select options displayed on screen.
Press to clear digits and characters, go back to the previous menu level or keep pressing to return to the standby screen.

Talk / Handsfree
In standby mode, press to make and receive calls, page 15.
In talk mode, press to switch handsfree on and off, pages 17.

Left
Press to return to the previous menu level.
Move cursor to the left.

1 Space
Use to enter a space when entering text.

✱
Press and hold to switch the handset ringer on or off.
When entering text, press to switch between upper and lower case letters.



Right soft key
In standby, press to enter the menu.
Use to confirm options displayed on screen.

End call/Off or On
Press to end a call.
In standby, press and hold to switch the handset off/on, page 15.
In menu mode, press to return to standby.

Headset socket (on side of handset)
Headset not included.
See page 17 for more information.

Right
Press to move to the next menu level.
Move cursor to the right.

Down/Volume down/Calls
In standby, press to open and scroll through the Calls list, page 37.
In talk mode, press to adjust the earpiece volume.
In menu mode, press to scroll down through the options.

#/Lock
Press and hold to lock/unlock the keypad, page 19.

0
When storing an entry in the phonebook, press and hold to enter a Pause, page 20.
Used to enter punctuation marks when entering text, page 20.

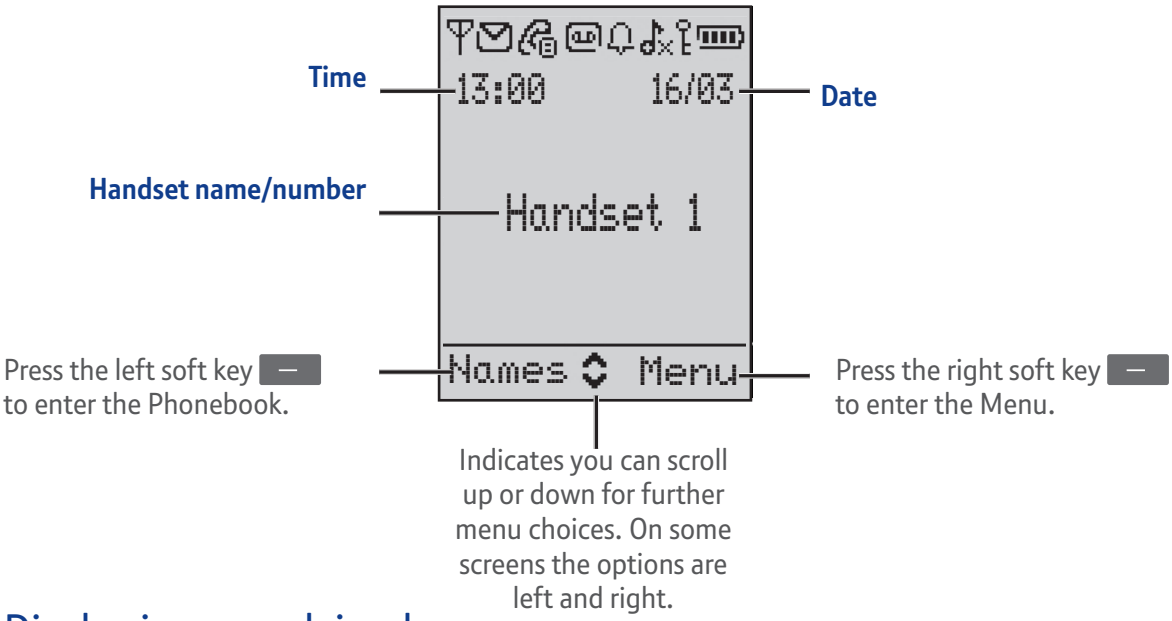
Intercom
Use to make internal calls between the base and the handset or between handsets where more than one handset is registered. See page 54.

Microphone

Recall
For use with switchboard/ PBX and BT Calling Features.

Handset display

The base display diagram is on the next page.


Time
13:00
16/03
Date
Handset name/number
Handset 1
Press the left soft key to enter the Phonebook.
Names
Menu
Press the right soft key to enter the Menu.
Indicates you can scroll up or down for further menu choices. On some screens the options are left and right.

Display icons explained

On – displayed in standby mode to indicate handset is in range of the base.
Flashing – to warn you are moving out of range.
Off – out of range or cannot connect to the base selected.

On – new text message received.*
Flashing – mailbox is full.
Off – any messages have been read.

On – during a call.
Flashing – incoming call.

On – missed call in the Calls list.*
To remove the icon you need to view missed calls. See Caller Display, page 37.

On – answering machine on.
Off – answering machine off.
Flashing – new answering machine message.

On – alarm is set.
Flash – alarm time has been reached.
Off – alarm off.

Handset ringer is switched off.

The keypad is locked.
(Handset feature only).

Battery fully charged.
Battery is ¾ charged.
Battery is ½ charged.
Battery is ¼ charged.
Empty. Icon will flash.
Please note: battery scrolls between empty and fully charged when charging.

On – handsfree speaker on.

* For this feature to work you must subscribe to your network provider's Caller Display service. A fee may be payable.

Base display

Press the left soft key — to enter the Phonebook.

Press the right soft key — to enter the Menu.

Base

The base buttons outlined here have the same function as the handset buttons described on page 8.

Please note that when using the button all calls you make and receive will be in handsfree mode.

Power/In use light
Green light flashes when phone rings, during a call and handset registration.

Intercom

Use to make internal calls between the handset and base, page 54.

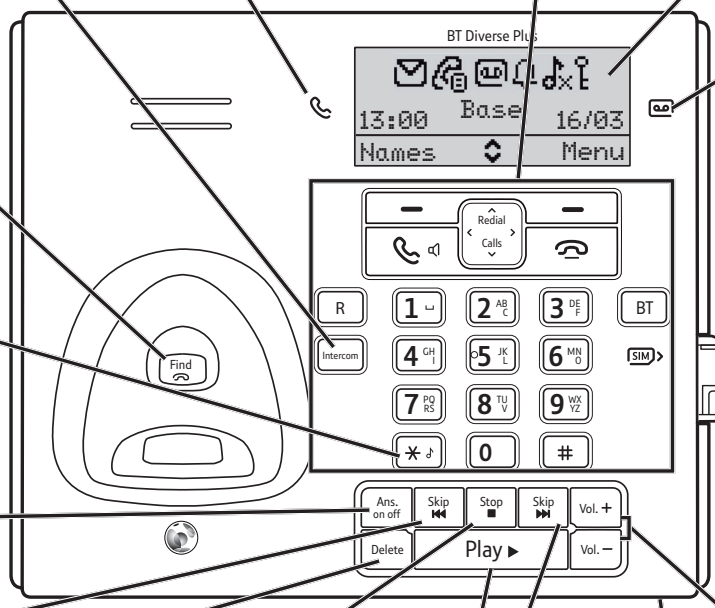
Find

Ring handsets registered to the base.

When entering text, press to switch between upper and lower case letters.

Ans. on off

Switch answer machine on/off.



LCD Display

Message light
On when the answer machine is on.

Red icon flashes when there are new messages.

SIM card tray
Insert a SIM card to copy entries to or from the phonebook.

Skip

Press once to repeat current message, twice to play previous message.

Delete

Delete messages.

Stop

Stop play back.

Skip

Skip forward to next message.

Vol. + Vol. –

Adjust speaker volume during message play back.

Play ▶ Play messages.

Mic
For recording outgoing messages and memos via the base.

Navigating the handset and base menus

Your BT Diverse 7460 Plus has an easy to use menu system.

Each menu has a list of options, which you can see on the menu maps on the following page.

When the handset or base is switched on and in standby:

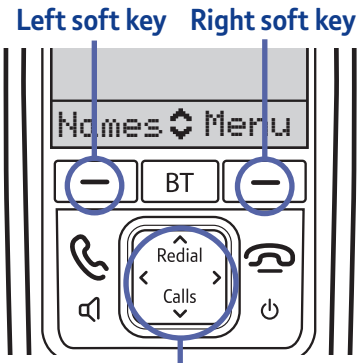
1. Press the right soft key — (Menu) to open the main menu.
2. Then use the < or > buttons to scroll through the available menu options.
3. Press the right soft key — (OK) to select a menu option or the left soft key — (Back) to return to the previous screen.
4. Use the Redial or Calls buttons to scroll through the sub menu options, then press the right soft key — (OK) to select or the left soft key — (Back) to return to the previous screen.

To exit a menu and return to standby, press on the handset or on the base.

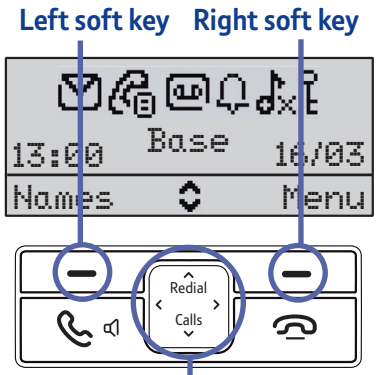
Left and Right soft keys

Press to select the option displayed on the screen.

Handset



Base



Navigation buttons

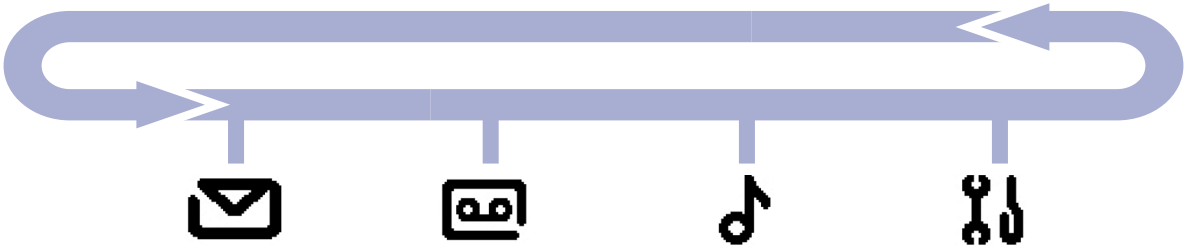
Redial Calls Up and Down buttons

< > Left and Right buttons

If no buttons are pressed for 30 seconds, the handset or base will return to standby automatically.

Menu maps

Handset menu map



Text

Write Message
Inbox
Outbox
Draftbox
Template
Settings

Answer Machine

Play Messages
Delete Msgs
Answer On/Off
Outgoing Message
Record Memo
Answer Settings

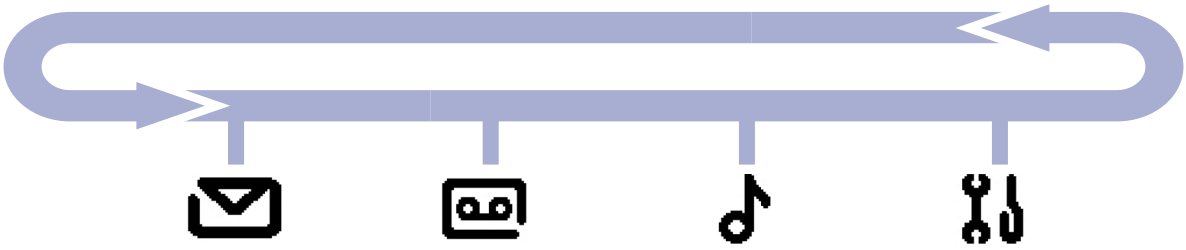
Sound

Ringer
Tones

Settings

Date & Time
Alarm
Display
HS (Handset) Settings
BS (Base) Settings

Base menu map



Text

Write Message
Inbox
Outbox
Draftbox
Template
Text Settings

Answer Machine

Play Messages
Delete Msg
Answer On/Off
Outgoing Msg.
Record Memo
Ans. Settings

Sound

Ringer
Tones

Settings

Date & Time
Alarm
Appointments
Display
De-register
Ring priority
Dial Mode
Recall Mode
First Ring
System PIN
System Reset

The following menus can be accessed by pressing the relevant button on the handset or base:

BT

BT menu

Helpdesk

BT 118500

Divert on

Divert off

Check divert

Call wait on

Call wait off

Chk call wait

Empty

Empty

Calls

Calls list empty

Settings

Calls

Calls list displayed, press Options

Details

Delete Entry

Delete All

Call Number

Store Number[1]

Settings

Redial

Redial list displayed, press Options

Details

Delete Entry

Delete All

Call Number

Store Number[1]

Names or

Press Options

Call Number

Edit Entry

View Entry

Copy Entry[2]

Copy All[2]

SIM Copy

Delete Entry

Delete All

Capacity

Edit Call Group

Speed Dial (handset feature only)

List Empty

Phonebook is empty

New Entry

SIM to Phone

Capacity

1 Only available if entry not already stored in the phonebook.

2 Only available if more than one handset is registered to the base.

Using the phone

The instructions and features are the same using the handset or the base unless stated otherwise.

Switch handset on or off

To switch off

1. Press and hold for about 5 seconds.
2. `Switch off Handset?` is displayed, press `Yes` to confirm.

To switch on

1. Press and hold until the screen appears.

Please note that when the handset is placed back onto the base it will automatically switch on.

Making and receiving calls

You can make a call using the handset or you can make a call from the base. All calls made and received using the base will be in handsfree mode.

Make an external call

1. Press on the handset or on the base.
2. When you hear the dial tone, dial the number.

Preparatory dialling

1. Dial the number first. If you make a mistake press the left soft key — `Clear` to delete the last digit.
2. Press on the handset or on the base to dial.

End a call

1. Press on the handset or on the base.

When you make a call, the light on the base flashes.

Call timer

Your handset or base will automatically time the duration of all external calls.
The handset or base display shows the call duration both during and for a few seconds after your call.

Out of range warning

When the handset goes out of range of the base, the flashes. If you are on a call, the line will hang up. Move back within range. The handset will automatically re-connect to the base.

Receive a call

When you receive a call, the phone rings. The display shows the caller's number and if it matches an entry in the phonebook it shows the name also. If you do not have a Caller Display service, the screen shows External call.

1. Press on the handset or on the base.

Auto answer

As long as you have auto answer set to ON you can answer a call by lifting the handset off the base. If you have switched auto answer off, you will need to press as well. Auto answer ON is the default setting. See page 28.

For more information on Caller Display, see page 37.

Earpiece / handsfree volume

During a call you can adjust the volume of the earpiece or loudspeaker. There are 5 levels.

1. Press Redial or Calls to increase or decrease the volume.

Call Waiting

Providing you have subscribed to your network's Call Waiting service and it is switched on, your BT Diverse 7460 Plus will alert you to a second incoming call while you are already engaged on an external call.

To switch your Call Waiting service on or off, see page 41.

1. You will hear the call waiting tone, then the display will show Call Waiting and the telephone number of the caller, or the stored name and number if it matches an entry in your phonebook.
2. Press R (handset) or R (base) to answer the new call and your first caller is put on hold.
3. Press R to toggle between the two callers.
4. Press (handset) or (base) to hang up the current call.

Secrecy

During a call, you can talk to someone nearby without your caller hearing.

1. Press left soft key — (Secrecy). The display shows Secrecy On and your caller cannot hear you.
2. Press left soft key again — (Off) to return to your caller.

Handsfree from the handset

Handsfree lets you talk to your caller without holding the handset. It also enables other people in the room to listen to your conversation over the loudspeaker.

All calls made using the base will be handsfree calls. Please see Making and receiving calls on page 15.

Make a handsfree call

1. Dial the number on the handset, then press twice.
   is displayed.
   You hear your call over the handset loudspeaker. Press to switch the call between the earpiece and the loudspeaker.
2. Press to end the call.

During a handsfree call, press Redial or Calls to change the volume.

Answer a call handsfree

When the phone rings:

1. Press and hold on the handset for at least 2 seconds.
   The call is answered in handset loudspeaker mode.

Switch to handsfree during a call

1. During a call: press on the handset to put the call on the handset loudspeaker.
   To switch handsfree off and return the call to the earpiece, press again.

Headset

A suitable headset is available to purchase from the BT Helpline 0800 218 2182*, just press the BT button followed by the button to call them. The headset port should also be compatible with any other Headset/Microphone combination terminated with a 2.5mm plug with three metal contact bands (poles).

The headset socket is located on the side of the handset, peel back the rubber bung and plug the headset into the socket. You can then make and receive calls as normal.

Redial

The last 10 telephone numbers called are saved in the redial list. You can then select any of the numbers to redial, delete or copy to the directory.

Redial the last number called

1. Press Redial the last number you called is displayed.
2. Press on the handset or on the base to dial.

Redial a number from the redial list

1. Press Redial, the last number you called is displayed.
2. Press Redial or Calls to scroll to the number you want.
3. Press on the handset or on the base to dial.

Save a number from the redial list to the phonebook

1. Press Redial then scroll Redial or Calls to the number you want.
2. Press Options and scroll Calls to Store Number.
3. Press OK. Use the keypad to enter a name.
4. Scroll Calls to Number. The number is displayed. Press OK.
5. Group is displayed. If required, scroll Redial or Calls to select a group. Press OK. Display shows Saved.
6. Press Back to return to the standby screen.

Delete a redial number

1. Press Redial. The last number dialled is displayed.
2. Scroll Redial or Calls to the number you want.
3. Press Options and scroll Calls to Delete Entry and press OK. Delete? is displayed. Press Yes to confirm or No to cancel. The entry is deleted.
4. Press Back to return to the standby screen.

To view the details of the number, press Options. Details is displayed, press OK.

Press Clear to delete any unwanted digits and then enter new ones using the keypad.

If the phonebook is full, the display shows Memory Full and the number will not be saved. You will need to delete a number in the phonebook first, see page 23.

Call Groups available: General, Family, Business, Friends, Utilities, VIP, Others and No Group.

Delete all redial numbers

1. Press Redial. The last number dialled is displayed.
2. Press Options and scroll Calls to Delete All and press OK.
3. Delete All? is displayed. Press Yes to confirm or No to cancel.
4. Display shows List Empty and returns to the standby screen.

Handset keypad lock

You can lock the handset keypad so that it cannot be used accidentally while carrying it around.

To lock the handset keypad:

1. Press and hold #. The handset beeps and Keypad Locked is displayed for 2 seconds before returning to the standby screen. The screen will show the icon.

To unlock the handset keypad:

1. Press and hold #. The handset beeps and Keypad Unlocked is displayed for 2 seconds before returning to the standby screen. The will disappear.

WARNING

If the handset keypad is locked you will still be able to dial the emergency numbers 999 and 112.

When the handset keypad is locked you can still answer incoming calls and operate the handset as normal. When the call is ended, the keypad lock comes on again.

Find handset (Paging)

You can ring a handset to help locate it.

1. Press and release Find on the base. All handsets registered to the base will ring for up to 60 seconds.
2. Press Find on the base again to stop the ringing or press a button on any handset.

Paging cannot be answered by a handset as a normal call.

The handset will ring even if the handset ringer has been turned off.

Phonebook

You can store up to 200 names and numbers in both the handset and base phonebooks. Names can be up to 15 characters long and numbers up to 24 digits.

Store a name and number in the phonebook

1. From standby, press the left soft key — (Names). The phonebook menu is displayed.
2. New Entry is highlighted. Press OK. (If an entry has already been stored you will need to scroll Redial to New Entry and then press OK).
3. Enter the name (See the notes opposite for help). Press OK.
4. Number is displayed. Enter the number. Press OK.
5. Group is displayed and the group ringtone melody is played (you cannot change the ringtone at this stage, to do so later, see page 24). If you wish to add the entry to a call group, scroll Redial or Calls to select a group and press OK. Display shows Saved (if you don't want to use this feature, simply select No Group).
6. Press Back to return to the standby screen.

View an entry in the phonebook

1. Press Names. The first entry is displayed.
2. Scroll Redial or Calls to the entry you want.
3. Press Options and scroll Calls to View Entry.
4. Press OK. Scroll Redial or Calls to view the name, number and group.
5. Press Back to return to the previous level.

View phonebook capacity

1. From standby, press Names. The phonebook is displayed.
2. If there are no phonebook entries present, scroll Calls to Capacity and press OK. If there are phonebook entries, scroll Calls to any entry and press Options. Scroll Calls to Capacity and press OK.
3. The number of entries used/available is displayed, e.g. 20/200.
4. Press Back to return to the previous menu level.

Entering names

Use the keypad letters to enter names, e.g. to store Tom:

Press 8 TUV once to enter T.
Press 6 MNO three times to enter o.
Press 6 MNO once to enter m.

Writing tips

Press Clear to delete the last character or digit.
Press Redial or Calls to move backwards or forwards through character/digits.
Press * to switch between upper, lower or sentence case.
Press 1 to insert a space.
Use 1 and/or 0 for other punctuation characters.

Call groups

When you store names and numbers you can also store the entry under a call group name, e.g. Family or Friends. You can also allocate a different ringtone to each call group, see page 24. If you don't want to use this feature simply store each entry under No Group and your normal ringtone will sound when someone calls.

The call group options are:

No Group	Friends
General	Utilities
Family	VIP
Business	Others

To exit phonebook entry mode, press to return to the standby screen.

To enter a pause in a phonebook number

When storing a number press and hold 0 and a P will be displayed.

For more information on pauses, see page 66.

Dial an entry in the phonebook

1. In standby, press Names. The first entry is displayed.
2. Scroll Redial or Calls to the entry you want or search alphabetically.
3. Press (handset) or (base) to dial.

To search alphabetically

Press the relevant keypad button, e.g. for the entries beginning with T press 8 TUV once then scroll Redial or Calls through the entries.

Edit a name and number in the phonebook

1. Press Names.
2. Scroll Redial or Calls to the entry you want.
3. Press Options and scroll Calls to Edit Entry and press OK.
4. Name is displayed. Use the keypad to enter a new name. Press OK.
5. Number is displayed. Use the keypad to enter a new number. Press OK.
6. Group is displayed. Press Redial or Calls to select a different group. Press OK.
7. Press OK. Display shows Saved.

When editing a name or number, press Clear to delete characters and digits.

Use the < or > to move the cursor left or right.

To exit edit mode, press or to return to the standby screen.

Copy an entry from the phonebook to the base (or another handset)

1. Press Names. Then scroll Redial or Calls to the entry you want to copy.
2. Press Options and scroll Calls to Copy Entry and press OK.
3. Press < or > to select the handset or base you want to copy to and press OK.

At the receiving handset or base:

4. Display shows Accept Entries? Press Yes to confirm or No to cancel.
5. When successful the display shows ✓ Finished.
6. Press Back to return to the previous menu level.

Copy and copy all menu options are only available if more than one handset is registered to the base.

If you copy an entry that already exists in the receiving handset it will create a duplicate entry.

If copying is not successful, the display will show Copying failed on the transmitting handset.

If the phonebook is full the display will show Memory full on the receiving handset.

If the copying process is interrupted (e.g. an incoming call or flat battery), the copy process will stop.

Copy all entries to the base (or another handset)

1. Press Names. The first entry is displayed.
2. Press Options and scroll Calls to Copy All and press OK.
3. Press < or > to select the handset or base you want to copy all entries to and press OK.

At the receiving handset or base:

4. Display shows Accept Entries. Press Yes to confirm or No to cancel.
5. When successful the display shows ✓ Finished.
6. Press Back to return to the previous menu level.

If the phonebook becomes full during copying the display shows Memory Full.

If copying is not successful the display shows Copying failed.

If you copy an entry that already exists in the receiving handset it will create a duplicate entry.

If the copying process is interrupted (e.g. an incoming call or flat battery), phonebook entries after this interruption will not be copied.

Copy SIM

Copy entries to and from compatible mobile phone SIM cards. Copied entries are added to any existing entries that have been stored. You can accept or reject each entry until your phonebook is full.

Please note the following points otherwise copying will not work:

- **If your SIM card is PIN protected you must remove the PIN before taking the SIM out of your mobile.**
- **Entries must be stored on the SIM card itself and not just in your mobile phonebook.**
- **3G and 5V SIM cards are not compatible with this product. Please check with your network provider first if you are unsure what SIM card you have.**

If the SIM you have inserted is PIN protected SIM Locked! will appear on the screen. You must return the SIM to your mobile handset and remove the PIN protection before you can copy the SIM to your Diverse.

Memory Full

If your phonebook memory becomes full, the display shows Memory Full! All entries stored up until the memory becomes full are kept in the phonebook.

WARNING

While copying international format numbers (prefixed by + or 00) from SIM, please make sure after SIM copy that entries stored in your Diverse are in the current format. You may have to manually edit the copied local, national and international numbers before you can use them to make calls.

Copy phonebook entries to a SIM card

1. Insert the SIM card into the SIM card tray on the side of the base. The SIM card should have the gold chip facing upwards.
2. Press Names.
3. Select the entry you wish to copy to the SIM card (or any entry if you wish to copy all entries).
4. Press Options and scroll Calls to SIM Copy, press OK.
5. Scroll Calls to Phone to SIM, press OK.
6. Select either Copy Entry (to copy this entry only) or Copy All (to copy all entries) and press OK. When successful the display shows ✓ Copied.

Copy SIM card entries to the phonebook

1. Insert the SIM card into the SIM card tray on the side of the base. The SIM card should have the gold chip facing upwards.
2. Press Names on the handset or the base you want to copy to.
3. If no phonebook entries are present, scroll Calls to SIM Copy and press OK. If phonebook entries exist, scroll Redial or Calls to any entry and press Options. Scroll to SIM Copy and press OK.
4. Select SIM to Phone and press OK.
5. A list of SIM entries is displayed.
6. Select the entry you wish to copy to the phonebook (or any entry if you wish to copy all entries), and press OK.
7. Select either Copy Entry (to copy this entry only) or Copy All (to copy all entries) and press OK. When successful, the display shows ✓ Copied.

Delete an entry in the phonebook

1. Press Names.
2. Scroll Redial or Calls to the entry you want.
3. Press Options and scroll Calls to Delete Entry and press OK. Display shows Delete? Press Yes to confirm or No to cancel.
4. Press Back to return to the standby screen.

Delete entire phonebook

1. Press Names.
2. Scroll Calls to any phonebook entry and press Options. Scroll Redial or Calls to Delete All and press OK.
3. Display shows Delete All Entries? Press Yes to confirm or No to cancel.
4. Press Back to return to the standby screen.

If you have problems copying phonebook entries from your SIM onto your Diverse 7460 Plus place the SIM back into your mobile and confirm that the phonebook entries are stored on the SIM and not within the mobile handset phonebook. If this is not the case then you will need to copy the entries from your mobile handset phonebook onto the SIM. Refer to your mobile user guide for details.

Your Diverse phonebook can only store a maximum of 200 entries. If you try to copy more than 200 entries from your SIM card to the Diverse handset, then a warning message 'Memory Full' will be displayed. Any available locations will be populated with new copied entries, but the entries copied will be in the order they were stored on your SIM (i.e. not necessarily in alphabetical order).

Edit call group name

1. Press Names.
2. Scroll Calls to any phonebook entry and press Options. Scroll Redial or Calls to to Edit Call Group and press OK.
3. Scroll Redial or Calls to the call group you want and press OK.
4. Display highlights Rename Group. Press OK.
5. Press Clear to delete the current name and enter a new name.
6. Press OK to save.
7. Press Back to return to the previous menu level.

Change call group ringtone

You can set different ringtones for each call group so you will know when someone from a certain call group is phoning you.

1. Press Names.
2. Scroll Calls to any phonebook entry and press Options. Scroll Redial or Calls to Edit Call Group and press OK.
3. Scroll Redial or Calls to the call group you want and press OK.
4. Scroll Calls to Set Ringtone. Press OK.
5. Press < or > to choose the ringtone. A sample of each one is played. Press OK to save.
6. Press Back to return to the previous menu level.

Speed dial – Handset feature only

You can allocate a name and number from the phonebook to each of the Speed Dial buttons 2 ABC to 9 WXYZ on your handset. Then you can simply press and hold the Speed Dial button to automatically dial the number stored under it.

Copy a phonebook entry to a Speed Dial button

1. Press Names.
2. Press Options and scroll Redial or Calls to Speed Dial and press OK.
3. Scroll Redial or Calls to the Speed Dial button you want (button 2 ABC to 9 WXYZ) and press OK.
4. If a name and number is already allocated to the Speed Dial button you have chosen they will be displayed. To re-use this Speed Dial button see, “Edit a Speed Dial entry”, on page 26.
5. If the Speed Dial is empty No number is displayed and then the screen shows all your Phonebook entries. Scroll Redial or Calls to the entry you want to select and press OK to save.
6. Press Back to return to the previous menu level.

Delete a Speed Dial entry

1. Press Names.
2. Press Options and scroll Redial or Calls to Speed Dial and press OK.
3. Scroll Redial or Calls to select the Speed Dial button number you want to delete and press OK.
4. The name and number is displayed, press Options and scroll Calls to Delete.
5. Press OK to confirm, Deleted is displayed.
6. Press Back to return to the previous menu level.

Edit a Speed Dial entry

1. Press Names.
2. Press Options and scroll Redial or Calls to Speed Dial and press OK.
3. Scroll Redial or Calls to the Speed Dial button you want to edit and press OK.
4. The name and number is displayed, press Options and Edit is displayed.
5. Press OK to confirm, and then scroll Redial or Calls to the entry in the phonebook you want and press OK to save.
6. This new name and number from the phonebook will replace the old name and number for this Speed Dial button.
7. Press Back to return to the previous menu level.

Dial a Speed Dial

1. Press and hold the Speed Dial button (2 ABC to 9 WXYZ) that holds the number you wish to dial.
2. The display shows the icon and the number being dialled.

Sounds

Handset or base ringer melody (for external or internal calls)

1. Press Menu, scroll › to Sound and press OK.
2. Ringer is highlighted. Press OK.
3. External Calls is highlighted, either press OK to select or scroll Calls to Internal Calls and then press OK.
4. Press Redial or Calls (handset) or ‹ or › (base) to select the melody you want and press OK.

You can set different ringtones for external calls and internal calls.

Choose from 10 polyphonic and 5 standard handset ringtones. Melody 1-5 are standard and Melody 6 to 15 are polyphonic.

Important

Changing the handset and base ringer melody will only change the ringer melody you hear when callers stored under No Group in your phonebook or callers whose numbers are not stored in your phonebook call you. To change the ringer melody for callers stored under different call groups, see page 24 or for more information on call groups, see the notes on page 20.

Handset or base ringer volume (including ringer off)

1. Press Menu, scroll › to Sound and press OK.
2. Ringer is highlighted, press OK.
3. Scroll Calls to Volume and press OK.
4. Scroll Redial or Calls (handset) or ‹ or › (base) to select the volume level 1-5 or off and press OK.

The handset and base have 5 ringer volume settings plus Off.

The icon will be displayed in the idle screen when the ringer is set to Off.

As a quick way to switch the handset or base ringers off, press and hold * .

Set to quiet mode

1. Press Menu, scroll › to Sound and press OK.
2. Ringer is highlighted, press OK.
3. Scroll Calls to Quiet Mode and press OK.
4. Press Redial or Calls (handset) or ‹ or › (base) to select Beep or Off and press OK.

If you switch the ringer off you can still hear a tone when you receive an incoming call by changing the Quiet Mode setting to Beep.

Handset or base beeps

1. Press Menu, scroll › to Sound and press OK.
2. Scroll Calls to Tones. Press OK.
3. Key Tone is highlighted, press OK or scroll Calls to either Confirmation Tone, Low Battery Tone (handset only) or Out of Range (handset only) and then press OK.
4. Press Redial or Calls (handset) or ‹ or › (base) to select On or Off, then press OK to confirm.
5. Press Back to return to the previous menu level.

Your handset can give a key beep to each button press. It can also give a tone to confirm a successful action such as storing a new phonebook entry. You can switch these tones on or off individually.

Settings

Handset settings

The following features are for the handset only and the instructions are carried out using the handset menu.

Select base

You can use this feature if you've registered your handset to two different bases.

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Redial to HS Settings and press OK.
3. Select Base is displayed, press OK.
4. Press Redial or Calls to select the base (Base 1-4) and press OK.

Display contrast / Handset name

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Calls to Display and press OK.
3. Handset Name is displayed, press OK. Either: press Clear to delete the current name. Enter a new name and then press OK to save.

   Or

   Scroll Calls to Contrast, press OK. Scroll Redial or Calls to select the contrast setting and press OK.
4. Press Back to return to the previous menu level.

Adjust the display contrast to suit different lighting conditions. There are 8 levels.

Set a name for your handset, e.g. Donna or Office.

Auto answer

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Redial to HS Settings and press OK.
3. Scroll Calls to Auto Answer and press OK.
4. Press Redial or Calls to select On or Off and press OK to save.
5. Press Back to return to the previous menu level.

As long as you have auto answer set to ON you can answer a call by lifting the handset off the base. If you have switched auto answer off, you will need to press as well. Auto answer ON is the default setting.

De-register a handset

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Redial to HS Settings and press OK.
3. Scroll Calls to De-register and press OK.
4. Enter your 4-digit system PIN code (default 0000) and press OK.
5. Press Redial or Calls to select the handset number you want to de-register and press OK.
6. The display will show De-register Handset X? Select either Yes to confirm or No to cancel and press OK.

You cannot de-register the handset you are using.

For information on changing the system PIN, see page 30.

Handset reset

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Redial to HS Settings and press OK.
3. Scroll Calls to Reset Handset and press OK.
4. Enter the 4 digit system PIN code (default 0000) and press OK.
5. Display will show Reset Handset to Default? Press Yes to confirm or No to cancel.

Restore your handset to its original factory settings. This will not affect:

- The phonebook
- Text messages stored in the Inbox or Draftbox
- The Calls list

Base settings – adjust using the handset

Set the base ringer melody and volume using the handset

To set the base ringer melody and volume using the base see page 27.

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Redial to BS Settings. Press OK.
3. Ringer is highlighted. Press OK.
4. Melody is highlighted, press OK. Press Redial or Calls to select the melody 1-15 and press OK.
5. Scroll Calls to Volume and press Redial or Calls to select the volume level 1-5 or off and press OK.
6. Press Back to return to the previous menu.

Choose from 15 base ringtones. There are 5 volume levels and Off.

Handset ringing priority

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Redial to BS Settings. Press OK.
3. Scroll Calls to Ring Priority. Press OK.
4. All is highlighted. Press OK for all handsets to ring together.

   Or

   Scroll Calls to Select Handset. Press OK then press Redial or Calls to select the handset you want to ring first. Press OK. The ring delay option is highlighted. Press Redial or Calls to set the number of rings before the other handsets ring. Press OK.
5. Press Back to return to the previous menu.

When you have more than one handset registered to your base, you can set one handset to ring before the others. This allows one handset user to answer all incoming calls first, like a receptionist.

Choose All Handsets if you want all handsets to ring at the same time or Select Handset to nominate a handset to ring before the others.

Ring delay options; 2, 4, 6 or 8 rings.

Recall mode

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Redial to BS Settings. Press OK.
3. Scroll Calls to Recall Mode. Press OK.
4. Press Redial or Calls to select Timed Break or Earth and press OK.

Earth and Timed Break are settings for switchboard use. If in doubt please contact your switchboard service provider.

Repeater mode

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Redial to BS Settings. Press OK.
3. Scroll Calls to Repeater Mode. Press OK.
4. Off is highlighted. Scroll Redial to On and press OK.
5. Press to return to the idle screen.

You can use a Repeater to boost the range and reception of your base. A Repeater must be registered with the base and the Repeater function must be set to ON.

System PIN

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Redial to BS Settings. Press OK.
3. Scroll Calls to System PIN. Press OK.
4. Enter the old PIN (default setting 0000) and press OK.
5. Enter the new PIN and press OK. Re-enter the new PIN and press OK. The display will show Saved.

The System PIN is used when changing certain settings and registration / de-registration. The default setting is 0000. You can change this to your own preferred 4-digit number.

The System PIN is also used as your Remote Access PIN, see page 46.

If any existing code is displayed. Press Clear to delete digits.

PBX access code

If you are connected to a switchboard you may need to enter an access code (e.g. 9) before each number is dialled. Your BT Diverse 7460 Plus can store an access code which is automatically dialled before each number.

Set the PBX access code.

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Redial to BS Settings. Press OK.
3. Scroll Calls to PBX Access Code. Press OK.
4. The contents will be blank, enter the number you want (single digit only) and press OK.
5. Press to return to the idle screen.

Reset base

This resets your BT Diverse 7460 Plus to its original settings.

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Redial to BS Settings. Press OK.
3. Scroll Redial to Reset Base. Press OK.
4. System PIN: is displayed. Enter the System PIN (default setting = 0000) and press OK.
5. Display will show Reset Base to Default? Press Yes to confirm or No to cancel.
6. Press Back to return to the previous menu level.

If an extension number of six digits or less, or a local number without the dialling code is entered in the phonebook then an access code and Pause will prefix the number when dialled out.

Base settings – adjust using the base

Display contrast / Base name

1. Press Menu. Scroll < to Settings and press OK.
2. Scroll Calls to Display and press OK.
3. Name is displayed, press OK. Press Clear to delete the current name. Enter a new name and press OK to save.
4. Scroll Calls to Contrast and press OK. Scroll < or > to adjust the contrast setting and press OK.

De-register a handset

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Calls to De-register and press OK.
3. Enter your 4-digit system PIN code (default 0000) and press OK.
4. Press < or > to select the handset number you want to de-register and press OK.
5. The display will show De-register Handset X?
   Scroll < or > to select either Yes or No and press OK.

Ring priority

1. Press Menu. Scroll < to Settings and press OK.
2. Scroll Calls to Ring Priority and press OK.
3. All is highlighted. Press OK for all handsets to ring together.

   Or

   Scroll < or > to select the handset number you want to ring first or Base (if you want the base to ring first) and press OK.
   The ring delay option is then displayed. Press < or > to select the number of rings before the other handsets ring and press OK.
4. Press Back to return to the previous menu.

Dial mode

1. Press Menu. Scroll < to Settings and press OK.
2. Scroll Calls to Dial Mode and press OK.
3. Scroll < or > to select either Tone or Pulse and press OK.
4. Press Back to return to the previous menu.

Recall mode

1. Press Menu. Scroll < to Settings and press OK.
2. Scroll Calls to Recall Mode and press OK.
3. Scroll < or > to select Timed Break or Earth and press OK.
4. Press Back to return to the previous menu.

Repeater mode

1. Press Menu, scroll to Settings and press OK.
2. Scroll Calls to Repeater Mode and press OK.
3. Off is highlighted. Scroll Redial to On and press OK.
4. Press to return to the idle screen.

You can use a Repeater to boost the range and reception of your base. A Repeater must be registered with the base and the Repeater function must be set to ON.

System PIN

1. Press Menu, scroll to Settings and press OK.
2. Scroll Calls to System PIN and press OK.
3. Enter the old PIN (default setting 0000) and press OK.
4. Enter the new PIN and press OK. Re-enter the new PIN and press OK. The display will show Saved.

The System PIN is used when changing certain settings and registration / de-registration. The default setting is 0000. You can change this to your own preferred 4-digit number.

If any existing code is displayed. Press Clear to delete digits.

The System PIN is also used as your Remote Access PIN, see page 46.

PBX access code

If you are connected to a switchboard you may need to enter an access code (e.g. 9) before each number is dialled. Your BT Diverse 7460 Plus can store an access code which is automatically dialled before each number.

Set the PBX access code.

1. Press Menu, scroll to Settings and press OK.
2. Scroll Calls to PBX Access Code. Press OK.
3. The contents will be blank, enter the number you want (single digit only) and press OK.
4. Press to return to the idle screen.

If an extension number of six digits or less, or a local number without the dialling code is entered in the phonebook then an access code and Pause will prefix the number when dialled out.

Reset base

1. Press Menu, scroll to Settings and press OK.
2. Scroll Calls to System Reset and press OK.
3. Enter the 4 digit system PIN code (default setting 0000) and press OK.
4. Display will show Reset to Default? Press Yes to confirm or No to cancel.

Date/Time/Alarm

Set date and time on the handset or base

Providing you have subscribed to your network's Caller Display service, the date and time is set automatically when you receive your first call.

1. Press Menu, scroll < to Settings and press OK.
2. Date & Time is highlighted. Press OK.
3. Time Format is highlighted, press OK. Press Redial or Calls on the handset or < or > on the base to choose 24 Hour or 12 Hour and press OK.
4. Scroll Calls to Date Format and press OK. Press Redial or Calls on the handset or < or > on the base to select DD/MM/YYYY (handset) or dd/mm (base) or MM/DD/YYYY (handset) or mm/dd (base) and press OK.
5. Scroll Calls to Enter Time and press OK. Enter the time using the keypad as either the 24 hour or 12 hour format (previously selected), e.g. 17:30 or 05.30. If 12 hour format was chosen, press Redial or Calls to select AM or PM. Press OK.
6. Scroll Calls to Enter Date and press OK. Enter the date e.g. 09 04 2010 (displayed as 09/04/2010) for 9 April 2010 and press OK.
7. Press Back to return to the previous menu level.

Set alarm call using the handset

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Calls to Alarm and press OK.
3. Alarm On/Off is highlighted, press OK. Press Redial or Calls to select On and press OK.
4. Scroll Calls toTime and press OK.
5. Enter the alarm time, using the 24 hour format, e.g. 22.30 for 10.30pm and press OK.
6. Press Redial or Calls to select Once or Daily and press OK.
7. Scroll Calls to Melody and press OK. Press Redial or Calls to select the ringtone you want for the alarm (Melody 1-15). Press OK to save.
8. Press to return to the standby screen. The icon is displayed if the alarm was set.

You must set the alarm activation to ON for the alarm to ring.

You can select melody 1-15 for the alarm ringtone.

Set alarm call using the base

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Calls to Alarm and press OK.
3. Alarm On/Off is highlighted, press OK. Scroll < or > to display On and press OK. The alarm is now set to On mode.
4. Scroll Calls to Time and press OK. Enter the time using the 24 hour format, e.g. 22.30 for 10.30pm and press OK.
5. Scroll Redial or Calls to select either Once or Daily and press OK.
6. Scroll Calls to Melody and press OK. Scroll < or > to select the ringtone you want for the alarm. (Melody 1–15) and press OK to save.
7. Press to return to the standby screen. The icon is displayed if the alarm was set.

For the alarm to sound you must turn the alarm on. This will be confirmed by the icon in the standby display, see page 34.

Stop alarm ring

When the alarm rings, the display shows ((Alarm)) and the icon flashes. The alarm rings for 30 seconds.

1. Press Stop to stop the alarm on the handset or press any button on the base.

Appointment reminders – base feature only

Set an appointment reminder alarm

You can set up to 5 separate appointment reminder alarms on the base. When the time appointed arrives the base will ring.

1. Press Menu. Scroll < to Settings and press OK.
2. Scroll Calls to Appointments and press OK.
3. Scroll Redial or Calls to select an Appointment number (1-5) and press Options.
4. Edit Entry is displayed, press OK.
5. You can enter a name for your appointment if you want to, press Clear to delete the characters present and enter a new name using the keypad e.g. Dentist and press OK.
6. Enter the time and press OK.
7. Enter the date and press OK.
8. Scroll < or > to select a ringtone and press OK.

Stop appointment alarm ring

When the alarm rings, the icon and the appointment name will flash in the display.

1. Press Clear to turn the alarm ringer off and return to standby or press Silence to simply silence the alarm. If you press Silence, the display will continue to flash the appointment name and icon until Clear is pressed.

Delete an appointment reminder (base feature only)

1. Press Menu. Scroll to Settings and press OK.
2. Scroll Calls to Appointments and press Options.
3. Scroll Redial or Calls to highlight the appointment to delete and press OK.
4. Scroll Calls to Delete Entry and press OK. The display will show Delete? Press Yes to confirm or No to cancel.

Calls list

Caller Display

If you have subscribed to a Caller Display Service, you will be able to see your caller's number on your handset and base display (provided it is not withheld) prior to answering the call.

If your caller's name is stored in the phonebook and a number match is found, you will see the caller's name and number on the display.

Calls list

The calls list holds details of up to 30 received calls. The date and time of the call is stored if available.

When the list is full, and a new call is received, the oldest entry will be deleted automatically.

The Calls list can hold numbers up to 24 digits and names up to 16 characters.

Unread, missed calls are displayed with a icon next to the caller's name or number. Read, missed calls have a icon next to the caller's number.

View call details

1. Press Calls, the most recent entry is at the top of the list.
2. Press Redial or Calls to scroll through the list.
3. Press Options. Details is highlighted. Press OK.
4. The display shows the phone number, date and time of the call.
5. Press Redial or Calls to display details about the next call.
6. Press Back to return to the previous menu level.

IMPORTANT

To use Caller Display you must first subscribe to the service from your network provider. A quarterly fee may be payable. For more information on

BT Calling Features call BT free on 0800 800 150.

To ensure the caller's name is displayed, make sure you have stored the full telephone number, including the dialling code in the directory.

The icon will appear in the display when a missed call is received.

To remove the icon you need to view the missed calls, see 'View call details' below.

If the number is unavailable, Unavailable is displayed.

If the number has been withheld by the caller, Withheld is displayed.

If the call is from the operator, Operator is displayed.

If the call is from a payphone, Payphone is displayed.

If the call is from a callback request, Callback is displayed.

If the call is from an international number International is displayed.

If you do not have a Caller Display service, an external call is displayed as External Call.

When there are no calls in the calls list, the display shows Empty then will offer the Settings option.

When a Calls list is open, press Redial to scroll from the newest call to the oldest, or press Calls to scroll from the oldest call to the newest.

Dial from the Calls list

1. Press Calls, the most recent entry is at the top of the list.
2. Press Redial or Calls to scroll through the list.
3. Press on the handset or on the base to call the number.

Or

1. Press Calls.
2. Press Redial or Calls to scroll through the list to the entry you want.
3. Press Options. Scroll Calls to Call Number and press OK.

Copy a Calls list number to the phonebook

1. Press Calls.
2. Press Redial or Calls to scroll through the list to the entry you want.
3. Press Options. Scroll Calls to Store Number and press OK.
4. Enter the name and press OK.
5. Number is displayed. Edit the number if required and press OK.
6. Group is displayed. Press Redial or Calls to set the call group you want.
7. Press OK to save.
8. Press Back to return to the previous menu level.

If you need to edit the number or name, press Clear to delete any unwanted characters, then enter new ones using the keypad.

Calls list settings: Calls list type / New call alert

You can set what calls are listed in the calls list: All Calls or just Missed Calls and you can turn the new call alert on or off.

1. Press Calls.
2. Press Options. Scroll Calls to Settings and press OK.
3. Calls List Type is displayed, press OK. Press Redial or Calls to select All Calls or Missed Calls and press OK.
4. Press Calls to highlight New Call Alert and press OK. Press Redial or Calls to select On or Off and press OK.
5. Press Back to return to the previous menu level.

New call alert

The new call alert will cause the handset to beep when a missed call is received in the calls list and has not been viewed yet. The default setting is Off.

If you turn the new call alert Off and the beeping continues, you may need to clear all calls in the calls list to stop it.

Calls List Type

All Calls will list answered and missed calls in the Calls list.

New Calls will only list unanswered calls.

Delete an entry in the Calls list

1. Press Calls.
2. Press Redial or Calls to scroll through the list to the entry you want.
3. Press Options. Scroll Calls to Delete and press OK. Delete? is displayed, press Yes to confirm or No to cancel.
4. Press Back to return to the previous menu level.

Delete entire Calls list

1. Press Calls.
2. Press Options. Scroll Calls to Delete All and press OK.
3. Delete All? is displayed, press Yes to confirm or No to cancel.
4. Press Back to return to the previous menu level.

Voicemail

1. If you have subscribed to the BT Answer 1571 service you can press and hold 1␣ to listen to your messages.
2. The display shows Listen to Info. Follow the spoken instructions if appropriate.

BT Network Services

By selecting the BT Services menu you can access a range of useful pre-stored numbers and further BT Calling Features.

Pre-stored BT Services numbers:

- Helpdesk
- BT 118500 (directory enquiries)
- Divert on
- Divert off
- Check divert
- Call wait on
- Call wait off
- Check call wait

BT Diverse 7460 Plus Helpdesk

1. Press BT (a short press only).
2. Helpdesk is highlighted. Press (handset) or (base) to call.

BT 118500 (Directory Enquiries)

1. Press BT (a short press only).
2. Scroll Calls to BT 118500 and press (handset) or (base) to call.

Call Divert on/off/check

1. Press BT (a short press only).
2. Scroll Calls to Divert on, Divert off or Check divert. Press OK.
3. Press (handset) or (base) to call. Follow the spoken instructions, or listen for confirmation/status of your instructions.

IMPORTANT

To use BT Services and BT Calling Features you must first subscribe (if required) to the relevant service from your network provider. A quarterly fee may be payable. For more details on BT's Calling Features, call BT free on 0800 800 150.

If you are not connected to the BT network, some of these services may not be available. Please contact your network provider. Call Diversion services may allow other divert options. Check with your network provider for details.

For further information, see the BT Calling Features user guide supplied when you subscribe to the services of your choice.

A long press and hold of the BT button will emit an error beep (if the handset key tone is set to on) and will not open the BT menu.

Call Divert will divert all incoming calls to another number of your choice.

Call Waiting on/off/check

1. Press BT (a short press only).
2. Scroll Calls to Call wait on, Call wait off or Chk call wait. Press OK.
3. Press (handset) or (base) to call. Follow the spoken instructions, or listen for confirmation/status of your instructions.

Call Waiting lets you know if another person is trying to contact you while you are on a call. If a second caller rings you will hear a beep in the handset. Providing you have also subscribed to Caller Display, the screen will show the caller's details.

Show/Edit/Delete BT Services numbers

1. Press BT (a short press only).
2. Scroll Redial or Calls to select the entry you want and press Options.
3. Scroll Redial or Calls to Show Details and press OK. The number allocated to that entry is displayed. Press Back to return to the previous menu level.
4. From, step 2 above you can also scroll Calls to Edit Entry, Delete Entry or Delete All. Press OK then follow the procedure for editing or deleting phonebook entries as shown on page 21 and 23 of this guide.

To reset the BT Services numbers back to the pre-stored numbers you can reset the handset and base to it's original factory default settings, see page 31.

Answering machine

Your BT Diverse 7460 Plus can digitally record up to 27 minutes of messages. Each incoming message can last up to a maximum of 3 minutes. When the memory is full the handset displays Memory Full and the base display shows FF. You will need to play your messages and then delete some before any more messages can be recorded, see page 45-46.

You can operate your answering machine from:

- the handset.
- the base.
- remotely, from any other Touchtone™ telephone, see page 46.

Your BT Diverse 7460 Plus comes with two pre-recorded outgoing messages, Answer and Record or Answer Only, alternatively you can record your own.

Using the answering machine from the handset or base Answer Machine menu

Switch the answering machine on / off

1. Press Menu. Scroll › to Answer Machine . Press OK.
2. Scroll Calls to Answer On/Off. Press OK.
3. Scroll Redial or Calls (handset) or ‹ or › (base) to highlight On or Off and press OK. When switched on the handset display will show Answer Machine On and the icon will be shown on the standby screen.
4. Press Back to return to the previous menu level.

Outgoing messages

The outgoing message is the message a caller first hears when the answering machine picks up their call. There are 2 pre-recorded outgoing messages to choose from (see note left) or you can record your own.

You will need to set the day, date and time (if you have not already done so)so that you will know when each message was received. If you have subscribed to your network's Caller Display service, the date and time is set automatically when you receive your first call. To set the date and time manually, see page 7.

The default day and time setting is Sunday 12.01 pm.

Voice prompts

Your BT Diverse 7460 Plus answering machine has voice prompts to help you use its settings and features.

Answer and Record

The pre-set Answer and Record outgoing message, that allows your caller to leave a message, is "Hello, your call cannot be taken at the moment, so please leave your message after the tone".

Your Answer and Record outgoing message can be up to 1 minute long and will replace the pre-recorded message.

Answer Only

The pre-set Answer Only outgoing message, where callers hear an announcement but cannot leave a message, is "Hello, your call cannot be taken at the moment and you cannot leave a message, so please call later".

Record your own outgoing message

1. Press Menu. Scroll › to Answer Machine. Press OK.
2. Scroll Calls to Outgoing Message and press OK.
3. Scroll Calls to Record Message and press OK.
4. Scroll Redial or Calls to highlight Answer & Record or Answer Only and press OK.
5. Speak your announcement after the long beep. Press Save to stop recording.
6. Your message is then played back. If you want to delete it, press Delete during playback. Or press OK to save.

When recording your Answer Only message, remember to advise your caller that they will not be able to leave a message. Your own Answer Only message can be up to 1 minute long and will replace the pre-recorded message.

To reinstate the pre-recorded messages, delete your own recorded outgoing message, see opposite.

Check or delete your outgoing message

1. Press Menu. Scroll › to Answer Machine. Press OK.
2. Scroll Calls to Outgoing Message and press OK.
3. Scroll Calls to Play Message. Press OK.
4. Scroll Calls to Answer & Record or Answer Only and press OK.
5. Your message is then played back. If you want to delete it, press Delete during playback. Or press Stop to stop playback.

You cannot delete a pre-recorded message. If you delete your personal outgoing message the pre-recorded outgoing message will be automatically reinstated as your outgoing message.

Answer settings

1. Press Menu. Scroll › to Answer Machine. Press OK.
2. Scroll Calls to Answer Settings and press OK.
3. Answer Mode is highlighted, press OK. Press Redial or Calls to select the outgoing message mode, Answer Only or Answer & Record. Press OK.
4. Press Back and then scroll Calls to Answer Delay and press OK. Press Redial or Calls to select the setting (2–9 rings or Time Saver) and press OK.
5. Press Back and then scroll Calls to Recording Time and press OK. Press Redial or Calls to select the maximum message length, 1, 2 or 3 minutes or unlimited, and press OK.
6. Press Back to return to the previous menu level.

Answer mode

Choose which outgoing message you want played to callers.

Answer delay

Answer delay sets the number of times your BT Diverse 7460 Plus will ring before the answer machine picks up your call and starts playing the outgoing message. You can change the Answer Delay setting to between 2-9 rings or Time Saver.

Time saver

When you ring in to access your messages remotely, if your answering machine is set to time saver and you have new messages it will answer after 10 seconds, if you do not have any new messages, it will answer after 20 seconds. This means you can hang up knowing you have no new messages, saving you time and the cost of the call.

Recording time

Set the maximum message length: 1, 2 or 3 minutes or unlimited.

Switch the answering machine on/off at pre-set times

Use Timed Answer to set up your answering machine to be turned on and off at selected times.

1. Press Menu. Scroll › to Answer Machine. Press OK.
2. Scroll Calls to Answer Settings and press OK.
3. Scroll Calls to Timed Answer and press OK.
4. Frequency is highlighted, press OK. Press Redial or Calls to select Off, Daily, Mon to Fri, Saturday or Sunday and press OK.
5. Scroll Redial or Calls to Set Time On or Set Time Off and press OK.
6. Enter the time you want using the keypad in the format hh:mm and press OK. The display will show Saved.

Record a memo

You can record a memo message via the handset or the base. For the base you need to speak into the base microphone (location of Mic shown on page 11).

You can record a memo message on the answer machine for other users to hear when they listen to messages. Memo messages are played back in exactly the same way as normal answer machine messages.

1. Press Menu. Scroll › to Answer Machine. Press OK.
2. Scroll Calls to Record Memo and press OK.
3. Listen to the voice prompt and after you hear the long beep, speak your memo. When you've finished, press Save.
4. Your memo will be played back to you. If you want to delete it, press Delete during playback. If you wait for it to be played back it will be saved.

Call screening

When an incoming call is answered by the answering machine, Screening? will be displayed on the handset.

To screen the call, press OK. To stop screening and let the answering machine continue to take the call press End.

Screening allows you to hear the caller talking to the answering machine.

This allows you to hear who is calling in case you want to intercept the call and talk to the caller. To do this, at any stage (screening or not) press .

Message playback via the handset

1. Press Menu. Scroll › to Answer Machine. Press OK.
2. Play Messages is highlighted. Press OK.
3. The display shows the number or name of the caller if available, the date and time it was received and whether the message is new (not been listened to) or old (already listened to). The message is played automatically.

During playback you have the following options:

	to hear the message through the handset earpiece. Press to play back through the handset loudspeaker again.
Redial or Calls	to adjust the volume.
4 GHI	once to repeat the message.
6 MNO	to play the next message.
Delete or 5 JKL	to delete the current message. Display shows Deleted.
Stop or 2 ABC	to stop playback.
	to cancel playback and return to standby.

At the end of playback the handset will return to standby. The messages are renumbered to take account of any deleted messages.

Delete all old messages

1. Press Menu. Scroll › to Answer Machine. Press OK.
2. Scroll Calls to Delete Msgs and press OK.

If there are no old (unplayed) messages, the display shows No Old Msgs.

If there are old messages the display shows Delete old Messages? Press Yes to confirm or No to cancel.

3. Press Back to return to the previous menu level.

Answering machine messages that are not deleted are automatically saved.

Memory full

If the caller's still talking when the memory becomes full the caller hears "Thank you for calling" and the machine will hang up.

You must delete messages before your machine will be able to record new ones. To delete old (played) messages, see opposite or page 46 for instructions.

Using the answering machine from the base buttons

Switch on/off

1. Press Ans. on off. The setting is announced and the display briefly displays On or Off.

Message playback via the base

1. Press Play ▶. New messages are played first.

During playback:

Delete	to delete the current message.
Skip ⏮	once to repeat the message.
Skip ⏮	twice to play the previous message.
Skip ⏭	to play the next message.
Play ▶	to pause and resume playback.
Stop ■	to stop playback.
Vol. + Vol. –	adjust the speaker volume + or – during playback.

At the end of playback press Delete and follow the voice prompt to press Delete again to delete all old messages.

Remote access

Ensure that you have Remote Access turned on and that you have set a Remote Access PIN first if you want to use this feature.

When switched on, you can call in from another phone to listen to your messages and operate your answering machine. You are asked to enter your system PIN so that other people cannot ring up and listen to your messages. To change your System PIN, see page 30.

To switch remote access on/off using the handset or base menu

1. Press Menu. Scroll › to Answer Machine and press OK.
2. Scroll Calls ⌄ to Answer Settings and press OK.
3. Scroll Calls ⌄ to Remote Access and press OK.
4. Press ⌃ Redial or Calls ⌄ to select On or Off.

Remote access

When switched on, you can call in from another phone to listen to your messages and operate your answering machine. You are asked to enter your system PIN so that other people cannot ring up and listen to your messages. To change your System PIN, see page 30.

If you forget to switch on your answering machine

1. Call your number from another phone and let it ring. After 20 rings the machine will switch on and answer your call.
2. Press ✱ and enter your system PIN when prompted. Play back your messages as shown below in 'Operating your answering machine remotely'. If you do not choose to switch your answering machine On, it will switch off when the call is ended.

Operating your answering machine remotely

1. Dial your phone number. When you hear your outgoing message, press ✱. You will hear, "Please enter your security code".
2. Enter your 4 digit system PIN. You will hear, "To hear main menu press 1".

When you have accessed your BT Diverse 7460 Plus, you can use the keypad to operate your answering machine. Follow the announcements and instructions you hear.

IMPORTANT

You should change the system PIN from the original setting of 0000.

It is advisable to make a note of your new PIN code and keep it somewhere safe.

If you enter the incorrect PIN code you will be allowed two further attempts, if it is still incorrect you will hear, "Thank you for calling", and your BT Diverse 7460 Plus will hang up.

If no button is pressed for 8 seconds or more, your BT Diverse 7460 Plus will hang up.

Text messaging (SMS)

Welcome to the BT text messaging service on your BT Diverse 7460 Plus. Your BT Diverse 7460 Plus can send and receive text messages from participating mobile networks and compatible landline telephones in the UK.

The fixed line text service is provided under BT's terms and conditions for telephone service. These can be found by visiting the BT.com website at: http://www.bt.com/terms

Subscribe to the text messaging service

When you send your first text message from your BT Diverse 7460 Plus you will automatically be registered for the service.

On receipt of your first text through the service, the system will send you a welcome text message back.

You may also register by sending the word Register to 00000 upon which you will receive a confirmation message.

Cost of the fixed line service

There is no subscription charge (other than the subscription to Caller Display). Visit the BT.com website (www.bt.com) to find out how much it costs to send a text message (depends upon your call package).

Sending messages

Send a text message

1. Press Menu, Text is displayed. Press OK.
2. Write Message is highlighted. Press OK.
3. Use the keypad to enter your message.

Press Options and scroll Redial or Calls to:

Send — Press OK.

Enter the phone number and press Send.

IMPORTANT

You must subscribe to your Network Provider's Caller Display service so that you can use text messaging and you must not withhold your telephone number. A quarterly fee may be payable, please contact your network provider for more details.

You may also send messages to landline phones that are NOT text compatible. Messages to non-compatible lines will be connected to voice text and delivered in spoken words to the telephone as a call. Please note that the conversion can translate common abbreviations and smileys etc, but to ensure maximum clarity of message delivery, abbreviations etc should be used sparingly.

Writing tips

Use the keypad to enter letters and numbers, eg to write today (2day):

Press 2 four times to enter 2.

Press 3 once to enter d.

Press 2 once to enter a.

Press 9 three times to enter y.

Press 1 to enter a space and use 1 and/or 0 for other characters, punctuation marks and symbols.

Press Clear to delete incorrect characters.

Upper & lower case

Press * to change between upper (ABC), lower (abc) and sentence (Abc) case letters.

Maximum number of characters in a text message is 160. The display shows a character countdown from 160 down to 0.

Or press Options to select a number from the Phonebook, Redial list or Calls list. Scroll Redial or Calls to the option you want and press OK. Scroll to the entry or number you want and press OK. Press OK again to send.

Store as Draft — Press OK to save the message in the Draftbox for sending later.

Template — To insert a template, press OK. The template options are displayed. Press Redial or Calls to highlight the template you want then press OK to insert the template into your text.

4. When sending a message, the display shows Sending Text then Sent.
5. Press (handset) or (base) to cancel at any time and return to standby.

If a text message you tried to send was not successful, it is stored in the Outbox.

View messages in the Outbox

1. Press Menu, Text is displayed, press OK.
2. Scroll Calls to Outbox and press OK.
3. Scroll Redial or Calls to the message you want and press Read.
4. Press Options and scroll Redial or Calls to:

Send — Press Send to re-send the message to the original recipient.

Details — Press OK to display the telephone number and date and time the text was received.

Delete — Press OK. Display shows Delete? Press Yes to confirm or No to cancel.

Delete All — Press OK. Display shows Delete All? Press Yes to confirm or No to cancel.

Store as draft — Press OK. The display shows Saved.

At any time, press Back to go back to the previous screen, or press or to cancel and return to standby.

If the text is not sent, the display shows Message not sent.

It is stored in the Outbox and a icon is shown next to the entry.

In order to send and receive text messages you must not withhold your number. On most networks if you normally withhold your number the 1470 prefix presents your number for you.

Templates

There are five pre-set templates:
Please call
I'll be there at
What time will you be home?
I'll call you
Happy Birthday!

Receiving a call while writing a text

If you are writing a text and you receive a call your text can be recovered from the Draftbox to continue editing.

Using the Draftbox

Draft texts you store are kept in the Draftbox.

1. Press Menu, Text is displayed. Press OK.
2. Scroll Calls to Draftbox. Press OK.
3. Scroll Redial or Calls to the message you want and press Options.
4. Press Redial or Calls to select Read, Delete or Delete All and press OK.
5. If you select Read, you can edit the message, then press Options and scroll Redial or Calls to select Save, Send, Delete or Delete All and press OK to confirm.
6. Press (handset) or (base) to cancel at any stage and return to standby.

Receiving messages

When you receive a new text message, the icon is displayed and New Text is displayed on the idle screen.

Unread messages are marked new with the icon.

Read messages

1. Press Menu, Text is displayed. Press OK. Scroll Calls to Inbox and press OK.
2. Scroll Redial or Calls to the text you want to read and press Read.
3. Press Redial or Calls to scroll through the text.
4. Press Options and scroll Redial or Calls to:

Reply	Press OK. Reply with original text? is displayed. Press No to use a blank message or Yes to keep original text in the reply. Enter your message and press Send.
Details	Press OK to display the telephone number and date and time the text was received.
Forward	Press OK. Add more text if required and proceed as shown on page 48 for creating a new message.

Call Number	Press OK. The telephone number is displayed Press to dial the number.
Store Number	Press OK. The telephone number is displayed. Enter a name for the number following the instructions to store a name in the phonebook as shown on page 20.
Delete	Press OK. Display shows Delete? Press Yes to confirm or No to cancel.
Delete All	Press OK. Display shows Delete All? Press Yes to confirm or No to cancel.
Store as draft	Press OK. The display will show Saved.

5. Press (handset) or (base) to cancel at any time and return to standby.

Edit or delete templates

1. Press Menu, Text is displayed. Press OK.
2. Scroll Redial to Template and press OK.
3. Scroll Redial or Calls to the template you want to edit or delete. Press Options.
4. Scroll Redial or Calls to select either Edit Template or Delete Template and press OK.

Edit Entry	Press Clear to delete characters. Enter your template text and press OK.
Delete?	Press Yes to confirm or No to cancel.

5. Press Back to return to the previous menu level.

Service Centre numbers

To send and receive text messages you need the telephone number of your Network's text Centre. If you accidentally delete the Send or Receive Service Centre numbers you will need to re-enter them in order for your text Service to work.

You can enter up to 4 Service Centre numbers – two Send and two Receive.

The Send Service number is: 1470P1709400.

The Receive Service number is: 0800587529.

There are five pre-set templates

Please call
I'll be there at
What time will you be home?
I'll call you
Happy Birthday!

You can change the templates to your preferred message, up to a maximum of 20 characters.

If you delete a template without replacing the text it is marked as Empty.

All templates are restored if you reset your BT Diverse 7460 Plus to its default settings, see page 31.

Do you have two text phone bases connected to the same phone line?

If you have two text phone base stations plugged into one line, you are likely to experience problems receiving text messages. Normally, only one SMS enabled base unit (DECT or cordless) can be plugged into any line.

If you do want to use two base units and still receive written text you must delete receive service centre number from one of the base stations.
To do this on your BT Diverse 7460 Plus, see page 52. This will allow you to send text via either base station but texts will only be received on the product with the active receive centre number.

If you want to keep more than one text enabled phone connected see the alternative method on page 60 for instructions.

Add or change Service Centre numbers

1. Press Menu, Text is displayed. Press OK.
2. Scroll Redial or Calls to Settings and press OK.
3. Text Centre is highlighted press OK.
4. Scroll Redial or Calls to Send Centre 1 or 2 or Receive Centre 1 or 2 and press OK.
5. If necessary, press Clear to delete the current number. Enter the new service centre number and press OK.
6. Press Back to return to the previous menu level. Or press (handset) or (base) to return to standby.

If you have more than one 'Text Centre' stored on your BT Diverse 7460 Plus you will need to select which one you want to use for sending (see next section below).

Select Send Service Centre

Only service centres that have numbers stored will be displayed as Send Centres.

1. Press Menu, Text is displayed. Press OK.
2. Scroll Redial or Calls to Settings and press OK.
3. Scroll Calls to Send Service and press OK.
4. Press Redial or Calls to select the Send Centre menu and press OK.

Message alert

When you receive a text message:

- the new message beep will sound at the handset.
- the new text message icon is shown on the handset display.
- the base indicator light flashes.
  These alerts can be switched On or Off.
  The default setting is On.

Switch new text message alert on or off

1. Press Menu, Text is displayed. Press OK.
2. Scroll Redial or Calls to Settings and press OK.
3. Scroll Calls to New Text Alert and press OK.
4. Press Redial or Calls to select On or Off and press OK.
5. Press Back to return to the previous menu level.

Using additional handsets

You can use up to five BT Diverse additional handsets with your BT Diverse 7460 Plus base to extend your phone system without needing to install telephone extension sockets for each new phone.

Your BT Diverse 7460 Plus handset can also be registered to up to four other bases. You can then select the base you would prefer to use.

If you have purchased an additional handset you must register it to your BT Diverse 7460 Plus base before it can be used. The batteries must be fully charged for 24 hours before you register it.

Easy registration of a new additional Diverse handset

To use easy registration a new handset must be used and the base must have the PIN code 0000. (If the base PIN has been changed then the longer registration procedure on the following page will need to be followed).

1. The display will show `Please Register` and once the handset has been fully charged for 24 hours, press `Reg` (left soft key).
2. The display will show `Press and Hold Base Find Key`. The Find button is located on the Diverse base underneath where the handset sits. Press and hold the Find button on the base for approximately 8 seconds until the base beeps, then release.
3. Immediately, press `OK` on the handset to confirm. The base will go into registration mode for 90 seconds and will beep when registration is successful. The handset will automatically be assigned the next available handset number and registration is now complete.

Registering another make of handset to your BT Diverse 7460 Plus base
If you want to register another make of handset (i.e. not a BT Diverse 7460 Plus handset) to your BT Diverse 7460 Plus base then you will need to follow the Registration instructions that came with the handset first and then continue with the base part of the registration procedure (as shown on page 54, 'At the base'). Please note that registering other types of handset will only provide limited compatibility i.e. you may only be able to make and receive calls on the additional handset.

You have 90 seconds to complete the registration process.

Registration of handsets can only take place while the base is not engaged on another call.

If registration is not successful first time, please repeat the process again in case the base registration period ran out of time.

If there are already 5 handsets registered to the base, the registration will fail. You must de-register another handset before you can register the new one.

If your BT Diverse 7460 Plus handset is registered to more than one base, you can select which base to use, see page 28.

If you have a handset registered to more than one base and then de-register it from one of them you will need to re-select which base to use. Until the base is selected the handset will display `Please Register`.

Registration of an additional handset when base PIN changed (i.e. if PIN changed from default setting of 0000)

At the handset:

1. Press Menu, scroll < to Settings and press OK.
2. Scroll Redial to HS Settings and press OK.
3. Scroll Redial or Calls to Register and press OK.
4. Press Redial or Calls to select the base you want (1-4). You should only select a base that has a * displayed beside it. Press OK.
5. Enter the 4-digit system PIN then press OK. The display shows Overwrite the registration on Base x? Press Yes.
6. Press and Hold Base Find Key is displayed, press OK on the handset to commence registration.

At the base:

1. Press and hold Find for approximately 8 seconds until it beeps and then release. Press OK on the handset to confirm. The base will go into registration mode for 90 seconds and will then beep if registration is successful. The handset will automatically be assigned the next available handset number.

Internal calls

Call another handset/base

You can make an internal call between the handset and base (or another handset if more than one handset is registered to the base).

1. Press Intercom on the base or handset and the other one will automatically ring. If you have more than handset you need to press Redial or Calls to select the handset (1-5) or base you want to call, then press OK.

Transfer a call

You can transfer an external call to another handset registered to the base.

1. During your call, press Intercom. Your external caller is put on hold.
2. If you have one other handset it will ring. If you have extra handsets, press Redial or Calls to select the handset (1-5) you want, then press OK.
3. When the other handset answers you can announce the caller.
4. Press Switch to switch between the two callers if required. While speaking to the other handset, press to transfer the call to the other handset.

3-Way conference call

You can hold a 3-way conference call between 2 internal callers and 1 external caller

1. During your call, press Intercom. Your external caller is put on hold.
2. If you have one other handset it will ring. If you have extra handsets press Redial or Calls to select the handset (1-5) you want, then press OK.
3. When the other handset answers you can announce the call. Press Conf to join all callers.

If the other handset does not answer, press Back to return to your original caller.

Help

Phone does not work

- Have you removed the pull tab and are the batteries installed correctly? See page 6.
- Check that the mains power is correctly connected.

No dial tone

- Is the telephone cord of the base plugged into the phone socket?
- Check that the power is correctly connected.
- Only use the telephone cord supplied with the phone.

Cannot dial out or receive calls

- Check that the power is correctly connected.
- Is the telephone line cord (provided with the product) plugged into the phone socket.
- The batteries may need recharging.
- Has there been a power cut? If so, place the handset back on the base for 10 seconds and try again. If it still does not work disconnect the batteries and mains power for 10 minutes, then reconnect and try again.

You have a dial tone, but the phone will not dial out

- If you are connected to a switchboard, check whether you need to dial an access code.

Handset or base does not ring

- The ringer volume may be switched off on the handset or the base, see page 27.
- Check that the power is correctly connected to the base.
- Make sure the handset is registered to the base, see page 53.

No display

- The batteries may be flat, dead or incorrectly inserted.
- Recharge or replace the batteries (any replacement batteries must be rechargeable and of the same type supplied).

icon flashes

- Is the handset registered correctly to the base, see page 53.
- Check that the power is correctly connected.
- Check that the handset is within range of the base.
- The batteries are low, place the handset on the base/charger to recharge.

You hear the busy tone when you press or

- Another handset registered to your BT Diverse 7460 Plus base or the base itself may be in use.

Answering machine messages have the wrong date and time

- Have you set the date and time? See page 7.

Answer machine not recording messages.

- The memory may be full. Play and delete old messages, see page 45-46.
- Check whether you have a network based Voice mail service, i.e. BT Answer 1571/BT Call Minder, activated on your telephone line. If you have either:

  BT Answer 1571 this service answers after 7 rings and cannot be changed. Set the BT Diverse 7460 Plus Answer delay (page 43 "Answer Settings") to answer after six rings this will ensure that the answer machine receives the message.

  BT Call Minder this service allows you to vary when the service answers the call, either 0, 4, 7 or 10 rings. Change the Voice Mail service to answer after 7 or 10 rings and then set the Diverse 7460 Plus Answer delay (page 43 "Answer Settings") to answer at either 6 or 9 rings to ensure that the answer machine receives the message.

Cannot access your messages from another phone

- Has Remote access been disabled? To enable Remote access, see page 46.

No Caller Display number/name displayed

- Have you subscribed to a Caller Display service from your network provider, see page 37.
- The caller may have withheld their number.
- An exact name/number match was not found in your phonebook.
  Check that you have stored the full STD dialling code.

Cannot register a handset to a base

- You can register a total of 5 handsets to your BT Diverse 7460 Plus base and you can register your BT Diverse 7460 Plus handset to up to 4 bases. Check that you have not exceeded the limits.
- Check that you have entered the correct PIN number (default PIN 0000).
- Check that you are at least one metre away from other electrical equipment to avoid interference when registering.

Base unit does not ring, but the lights are on

- Have you connected the telephone line to the telephone wall socket correctly?
- You must use the telephone line cord supplied with the product otherwise the phone may not work.
- Is the base ringer set to off?
- You may have a faulty line or socket. Try using another socket or line. Call BT on 151 if you still experience problems.

Buzzing noise on my phone or on other electrical equipment nearby

- Sometimes your BT Diverse 7460 Plus can interfere with other electrical equipment if it is placed too close. It is recommended that you place your BT Diverse 7460 Plus at least one metre away from electrical appliances or metal obstructions to avoid any risk of interference.
- Are you using your Diverse 7460 Plus on a Broadband line? If you are, then please ensure that it is connected via an ADSL microfilter otherwise it may cause problems with your phone and Broadband service. BT ADSL microfilters can be purchased from www.shop.bt.com

You keep hearing a beep

- You have pressed the wrong button in a sequence. Check the prompts in the display or refer to instructions in this user guide.
- The New Call alert might be switched on. The default setting is Off but if you have switched this feature On, then your handset will beep when a missed call is received in your Calls list. See page 38 if you want to switch this feature Off.
- The beeping might be a new text message alert. Check if you have received a new text message and not viewed it yet, see page 50. This alert can be switched Off, see page 52.
- Your battery may be low. Please refer to the battery icons on page 9 and check against the icons on your handset display. If your battery is low, you will need to place the handset on the base to charge it.
- You may be hearing an error tone. If you press and hold a handset button that does not have a dual-function associated with it i.e. the BT button, then a long press will emit an error tone (providing the handset key tone is set to on) and will not open the BT menu. A long press and hold is only used for dual-function buttons i.e. a speed dial and keylock button etc, when the dual-function will respond and there will be no error tone.

Customer Helpline

If you are still experiencing difficulties please call the BT Diverse 7460 Plus Helpline on 0800 218 2182* or visit www.bt.com/producthelp.

Possible problems with text messaging

Text messages cannot be sent and screen displays Message not sent

- The base station power supply or telephone line cord might not be properly connected.
- Check that the base station power supply is plugged into the mains socket and switched on and that the telephone is plugged into the telephone wall socket.
- There might be a fault on the line. Check your telephone line is working properly.
- You might have deleted the server number in error. See page 52 for instructions on how to enter the number.

Cannot send text

- Check service centre number is correct including 1470P prefix (this is for BT lines. If you have another network provider please check the prefix number with them). In order to send and receive text messages you must not withhold your number. If you normally withhold your number the 1470 prefix presents your number for you.

Cannot receive text

- You will not be able to receive text messages until you have first sent a message. The first message sent registers you with the text service.
- More than one text messaging product is plugged into the line. Either remove the other text (SMS) enabled products or see below 'I want to use more than one text (SMS) enabled product on my telephone line' for alternative instructions.
- Check service centre number is correct.
- Ensure you have subscribed to a Caller Display service and that it is active. You can check this by noting if your phone displays your caller's number when you receive an incoming call.

I want to use more than one text (SMS) enabled product on my telephone line

It is possible to connect more than one SMS product to the same telephone line and for both of them to send and receive Text messages, but you must amend the final digit of both the Send and Receive Service Centre telephone numbers first.

All BT text capable telephones are provided with the same send and receive telephone numbers, but with two or more text capable telephones connected to the same telephone line, delivery of text messages becomes unreliable causing the text to be delivered as a normal telephone call which when answered will be an electronic Text to Speech message.

To overcome this problem you must keep one of the products as it is with the default Send & Receive ending in a '9', but for the second and subsequent products you must change the final digit of the Service Centre numbers (from the default '9') to any unique number between 1 and 8 i.e for a second product change last digit from a '9' to a '1' by changing the Send number from 1470P17094009 to 1470P17094001 and the Receive number from 0800587529 to 0800587521. For the Send number, go into `Text - Settings- Send centre 1-` and amend the last digit and then press `Save`.... (For Rcv. Centre, go into `Text - Settings - Rcv. Centre 1` and amend the last digit and then press `Save`).

Once changed, for the products that you have assigned new send and receive numbers, you need to send a new registration text to the Fixed Line Text Service platform to register the new identity (i.e. send a text to 00000 from the product that you changed the Send & Receive numbers). You can then send and receive text messages from more than one product.

Text has previously been sent and received but you are now only receiving voice spoken text messages, from number 0845 6021111.

- This may be due to your line being de-registered at the text service centre. All you need to do is text `Reset` and send it to 00000. You will receive a confirmation message back. This assumes that your Caller Display service is active and working on your line. Messages sent to 00000 are free.

Further help and advice for text queries on BT lines:

- BT Residential customers – call 151, choose option 2, when prompted by the Fault Management Service select option 2, enter your phone number on the handset and wait to speak to a customer adviser.
- BT Business Customers – call 152, choose option 2, when prompted by the Fault Management Service select option 2, enter your phone number on the handset and wait to speak to a customer adviser.
- For other telephone service providers please contact their customer services.

General sales enquiries

- BT Residential lines – call 150. BT Business lines – call 152.
- For non BT line customers, call 0800 800 150 (residential) or 0800 800 152 (business).
- Additional handsets are available from the Helpdesk on 0800 218 2182*.

Billing enquiries

- Refer to the telephone number shown on your telephone bill.

Other functions and services available from the text messaging service

By sending the following commands to the BT text self administration facility you can control functions and capabilities in your text phone and the way messages are handled.

1. Press Menu. Text is highlighted. Press OK.
2. Write Message is highlighted. Press OK.
3. Use the keypad to type in the following commands (depending upon what you want to do):

   *♪ #⌂ #⌂ Opt out from receiving voice text messages.

   #⌂ #⌂ #⌂ Turns off the opt out option.

   *♪ 2ABC *♪ Turns on permanent voice text message delivery to your phone.

   All incoming text is delivered as voice text.

   #⌂ 2ABC #⌂ Turns off permanent voice text message delivery.
4. Press Options. Send is highlighted, press OK.
5. Enter the number 00000 then press Send.

If you are sending a message from a fixed line phone to another fixed line phone

*♪ 3DEF #⌂ Forces a message you send to be delivered as a voice text even though the recipient may have a text enabled phone and usually receives written text. This command is inserted at the start of the message and applies only to that message, e.g. *♪ 3DEF #⌂ 'Hello I will be home late'.

User Guide formats

This document is also available in other formats, such as Large print, Braille and Audio CD.
If you would like a copy, please call 0800 218 2182*.

General information

IMPORTANT

This equipment is not designed for making emergency telephone call when the power fails. Alternative arrangements should be made for access to emergency services.

This product is intended for connection to analogue public switched telephone networks and private switchboards in the United Kingdom.

Replacing the handset batteries

After a time, you may find that the handset batteries are running out of charge more quickly. This is a standard sign of wear and the batteries will need replacing.

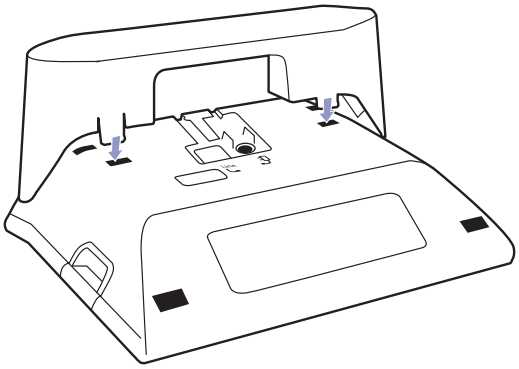
1. Slide open the battery compartment cover.

2. Take out the old batteries and replace with 2x AAA NiMH 600mAh **rechargeable** batteries.

3. Push the battery compartment cover back on until it clicks into place.

Replacing the base plinth

If you ever remove the base plinth then follow this diagram re-attach it:



WARNING

Do not immerse batteries in water or throw them into a fire, or dispose of them with ordinary domestic refuse.

BT accepts no responsibility for damage caused to your BT Diverse 7460 Plus by using any other types of batteries.

There is a risk of explosion if incorrect batteries are fitted.

Safety information

- Only use the power supply suitable for the BT Diverse 7460 Plus range. Using an unauthorised power supply will invalidate your guarantee and may damage the telephone. The item code for the base mains power supply is 048611. If you have purchased a Diverse additional handset the item code for the charger mains power supply is 048610.
- Use only the approved rechargeable batteries supplied. Spare rechargeable batteries are available from the BT Diverse 7460 Plus Helpline on 0800 218 2182*.
- Do not open the handset (except to replace the handset batteries) or the base. This could expose you to high voltages or other risks. Contact the Helpline on 0800 218 2182* for all repairs.
- If the keylock is switched on, it is possible to make calls to emergency services numbers 999 and 112.
- Radio signal transmitted between the handset and base may cause interference to hearing aids.
- It is recommended that advice from a qualified expert be sought before using this product in the vicinity of emergency/intensive care medical equipment.
- It is recommended that if you have a pacemaker fitted you check with a medical expert before using this product.
- Your product may interfere with other electrical equipment, e.g. TV and radio sets, clock/alarms and computers if placed too close.
- It is recommended that you place your product at least one metre away from such appliances to minimise any risk of interference.
- Never dispose of batteries in a fire. There is a serious risk of explosion and/or the release of highly toxic chemicals.

Cleaning

- Clean the handset and base (or charger) with a damp (not wet) cloth, or an anti-static wipe. Never use household polish as this will damage the product. Never use a dry cloth as this may cause a static shock.

Environmental

- Do not expose to direct sunlight.
- The handset may become warm when the batteries are being charged or during prolonged periods of use. This is normal. However, we recommend that to avoid damage you do not place the product on antique/veneered wood.
- Do not stand your product on carpets or other surfaces which generate fibres, or place it in locations preventing the free flow of air over its surfaces.
- Do not submerge any part of your product in water and do not use it in damp or humid conditions, such as bathrooms.
- Do not expose your product to fire, explosive or other hazardous conditions.
- There is a slight chance your phone could be damaged by an electrical storm. We recommend that you unplug the power and telephone line cord during an electrical storm.

Product disposal instructions

The symbol shown here and on the product means that the product is classed as Electrical or Electronic Equipment and should not be disposed with other household or commercial waste at the end of its working life.

The Waste of Electrical and Electronic Equipment (WEEE) Directive (2002/96/EC) has been put in place to recycle products using best available recovery and recycling techniques to minimize the impact on the environment, treat any hazardous substances and avoid the increasing landfill.

Product disposal instructions for residential users

When you have no further use for it, please remove any batteries and dispose of them and the product as per your local authority's recycling processes. For more information please contact your local authority or the retailer where the product was purchased.

Product disposal instructions for business users

Business users should contact their suppliers and check the terms and conditions of the purchase contract and ensure that this product is not mixed with other commercial waste for disposal.

Guarantee

Your BT Diverse 7460 Plus is guaranteed for a period of 12 months from the date of purchase.

Subject to the terms listed below, the guarantee will provide for the repair of, or at BT's or its agent's discretion, the option to replace the BT Diverse 7460 Plus or any component thereof, (other than batteries), which is identified as faulty or below standard, or as a result of inferior workmanship or materials. Products over 28 days old from the date of purchase may be replaced with a refurbished or repaired product.

The conditions of this guarantee are:

- The guarantee shall only apply to defects that occur within the 12 month guarantee period.
- Proof of purchase is provided.
- The equipment is returned to BT or its agent as instructed.
- This guarantee does not cover any faults or defects caused by accidents, misuse, fair wear and tear, neglect, tampering with the equipment, or any attempt at adjustment or repair other than through approved agents.
- This guarantee does not affect your statutory rights.

Within the 12 month guarantee period:

If you experience difficulty using the product, prior to returning your product, please read the Help section beginning on page 56 or contact the BT Diverse Plus Helpdesk for assistance on 0800 218 2182*. Additional answers to Frequently Asked Questions are available from www.bt.com/producthelp

In the unlikely event of a defect occurring, the helpdesk will issue a Fault Reference Authorisation (FRA) number and instructions for replacement or repair. Please note you will need the FRA number before returning the product. This does not affect your statutory rights.

Outside of the 12 month guarantee period:

If your product needs repair after the guarantee period has ended, the repair must meet the approval requirements for connection to the telephone network. If you require technical assistance outside of the 12 month guarantee period, please call BT's approved technical support agent, Discount Communications Ltd on 0800 980 8999.

Returning your phone

If the Helpline is unable to remedy your problem they will issue a Fault Reference Authorisation number and ask you to return the product to your original place of purchase. Where possible, pack the product in its original packaging. Please remember to include all parts, including the line cords, power supply units and the original batteries.

For your records

Date of purchase:

Place of purchase:

Serial number:

For guarantee purposes proof of purchase is required so please keep your receipt.

* Calls made from within the UK mainland network are free. Mobile and International call costs may vary.

Technical information

How many telephones can I have?

All items of telephone equipment have a Ringer Equivalence Number (REN), which is used to calculate the number of items which may be connected to any one telephone line. Your BT Diverse 7460 Plus has a REN of 1. A total REN of 4 is allowed. If the total REN of 4 is exceeded, the telephones may not ring. With different telephone types there is no guarantee of ringing, even when the REN is less than 4. Any additional handsets and chargers that you register have a REN of 0.

R&TTE

This product is intended for use within the UK for connection to the public telephone network and compatible switchboards.

This equipment complies with the essential requirements for the Radio Equipment and Telecommunications Terminal Equipment Directive 1999/5/EC.

Declaration of Conformance

Hereby, BT declares that this BT Diverse 7460 Plus is in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC.

If you would like a copy of the Declaration of Conformance, please visit www.bt.com/producthelp.

Connecting to a switchboard

This product is intended for use within the UK for connection to the public telephone network and compatible switchboards, which support tone and pulse dialling and timed break or earth recall. If in doubt please consult your service provider.

Inserting a pause

With some switchboards, after dialling the access code you may have to wait for a moment while the switchboard picks up an outside line so you will need to enter a pause in the dialing sequence.

Press and hold 0 to insert a pause (P) before entering the telephone number.

You may also need to enter a pause when storing international numbers or charge card numbers.

Recall

You may need to use the recall function if you are connected to a switchboard/PBX (Private Branch Exchange), contact your PBX supplier for further information. The recall function is set to timed break recall by default and is also used for BT Calling Feature.

For a Better Future

We're always looking to make our products last longer and use less power, so we don't have such a big impact on the environment.

To find out about what we are doing, visit **bt.com/betterfuture**

Offices worldwide

The services described in this publication are subject to availability and may be modified from time to time. Services and equipment are provided subject to British Telecommunications plc's respective standard conditions of contract. Nothing in this publication forms any part of any contract.

© British Telecommunications plc 2012.
Registered Office: 81 Newgate Street, London EC1A 7AJ.
Registered in England No. 1800000.
Printed in China.

Designed and produced by The Art & Design Partnership Ltd.

BT Diverse 7460 Plus (12/12) Issue 3